

The Tempe Way



MISSION:

To make Tempe the best place to live, work and play.

VALUES:

People... Integrity... Respect... Openness... Creativity... Quality...

TEMPE TEST:

Have I done everything today The Tempe Way?

BUILDING INSPECTOR I / II

Purpose:

To actively support and uphold the City's stated mission and values. To perform a variety of general building inspection work in securing compliance with municipal building codes, electrical, mechanical and plumbing codes, zoning and other related ordinances; and to perform a variety of tasks relative to assigned area of responsibility.

Supervision Received and Exercised:

Building Inspector I

Receives immediate supervision from the Building Inspection Superintendent or from other supervisory or management staff.

Building Inspector II

Receives general supervision from the Building Inspection Superintendent or from other supervisory or management staff.

May exercise functional and technical supervision over Building Inspector I's.

Examples of Duties:

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Inspect industrial, commercial and residential buildings during various stages of construction and remodeling to ensure compliance with applicable codes and regulations of City, State and Federal agencies.
- Check plans for compliance with code requirements and discrepancies before and after issuance of permits.

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Revised October 2000

Revised March 1996

Effective November 1988

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Building Inspector I/II (continued)

- Inspect existing buildings for change of use or occupancy for compliance with applicable codes and ordinances.
- Inspect damaged or dilapidated buildings for safety; conduct inspection on fire damaged buildings; determine extent of damage, safety factors and necessary permits required for building; prepare and file reports.
- Inspect buildings being moved within or into the City to check for compliance with all codes; inspect building being demolished to protect adjacent property and the public.
- Inspect foundation, concrete, steel, masonry, wood construction, framing, plastering and a large variety of other complex and routine building system elements.
- Conduct field inspections of businesses with tax and liquor licenses to ensure conformance with the building codes and zoning ordinances.
- Coordinate inspection activities with other City departments and divisions; confer with architects, contractors, builders and the general public in the field and office; explain and interpret requirements and restrictions.
- Inspect installation of mobile homes.
- Maintain files of inspections and issued permits; review files for inactive, revoked or expired permits and code violations; initiate action against expired permits or to correct code violations.
- Receive phone calls; answer questions and provide information about construction site inspections and code regulations.
- Review new materials and methods used in building construction; attend training courses to learn of new codes and other building inspection regulations; take an active part in the training process.
- Perform related duties as assigned.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

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Building Inspector I/II (continued)

Building Inspector I

Two years of journey level building construction experience.

Building Inspector II

One year of increasingly responsible building inspection experience comparable to that of a Building Inspector I.

Training:

Building Inspector I

Equivalent to the completion of the twelfth grade supplemented by college level courses in engineering, architecture or construction.

Building Inspector II

Equivalent to the completion of the twelfth grade supplemented by college level courses in engineering, architecture or construction.

Licenses/Certifications:

Building Inspector I

Possession of, or ability to obtain, an appropriate, valid Arizona driver's license.

Possession of, or ability to obtain within 12 months of hire, one of the following certifications from a recognized code publishing organization:

Building Inspector (combination certification), Electrical Inspector (combination certification), Plumbing Inspector (combination certification), Mechanical Inspector (combination certification), Building Plans Examiner, Combination Plans Examiner, Residential Combination Inspector, Combination Inspector, Commercial Combination Inspector, Reinforce Concrete Special Inspector or Pre-stressed Concrete Special Inspector.

Building Inspector II

Possession of, or ability to obtain, an appropriate, valid Arizona driver's license.

Possession of a Building Inspector (Combination) Certification **and** possession of or the ability to obtain within 12 months of hire or promotion a **second** certification as listed below from a recognized code publishing organization:

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Building Inspector I/II (continued)

Electrical Inspector (combination certification), Plumbing Inspector (combination certification), Mechanical Inspector (combination certification), Building Plans Examiner, Combination Plans Examiner, Accessibility Inspector/Plans Examiner, Combination Inspector, Commercial Combination Inspector, Reinforce Concrete Special Inspector or Pre-stressed Concrete Special Inspector.

This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 104.

Job Code: 7121 / 7122

Salary Range: 27 / 31

Compensation Plan: P40 Regular / P40 Regular

FLSA: Non-Exempt / Non-Exempt

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